

EF 5-3107

11 March 1954

MEMORANDUM FOR: Chief of Admin/FE Division/DDP

ATTENTION :

SUBJECT : Disposition of Balance of Outstanding Advance
to

1. There is returned herewith your request for approval to write-off the balance of the outstanding advance to together with other documents relating thereto.

2. Since it was not ascertained that this sum was expended for official purposes prior to disappearance, the balance of \$85.22, as shown on the Statement of Account dated 22 October 1953, was deducted from his final salary payment, and, accordingly, the apparent indebtedness to the Agency has been settled.

3. From my recent conversation with you, I understand that you wish to withdraw the memorandum for write-off which, if approved, would result in restitution of this amount to the estate of subject.

Special Assistant to the
Deputy Director
(Administration)

SA/DD/A:WEB:sh (11 Mar 54)

Distribution:

1 - DD/A Chrono

1 - DD/A Subject *acc'd 6*